[8th August 1929

The grant of road mileage and daily allowance is subject to rules 22 and 37 of the Madras Travelling Allowance Rules.

District Committees shall not incur expenditure in excess of the amounts allotted to them from time to time, and shall be held responsible for the proper utilization of the money. Strict and correct accounts should be submitted to the Central office at the end of every month and they will be subject to such audit as the Government consider necessary.

VIII. Distribution of work between the Central Board and District Committees—

1. The Central Board will, among other things—

(1) arrange for the preparation of temperance literature, such as pamphlets, leaflets, handbills, posters, charts, cartoons, etc., and for their distribution to district organizations, and appoint such technical committees as may be necessary for the purpose;

(2) purchase cinema apparatus and magic lanterns and slides for use in the mufassal; and

(3) generally carry out the purposes of the scheme.

2. District Committees will have to do the following items of work and may set up such organizations as may be necessary for the purpose :—

(1) widespread distribution of temperance literature and exhibition of posters, etc., supplied by the Central office;

(2) arrange for lectures, magic lantern and cinema shows, public meetings, annual exhibitions and demonstrations, and also private talks and house-to-house visits;

(3) arrange for the enactment of temperance dramas, etc.;

(4) arrange for giving prizes in schools for essay contests; and

(5) take up such other work for which the Central Board might give facilities.

APPENDIX VIII.

[Vide answer to question No. 125 asked by Mr. A. B. Shetty at the meeting of the Legislative Council held on the 8th August 1929, page 272 supra.]

G.O. No. 1598, P.H., dated 26th June 1929.

The Government have had under their consideration the question of improving the administration of Government hospitals in the Presidency through the medium of advisory committees consisting of officials and non-officials. The main business of these committees is to keep the Surgeon-General and the Government informed of the needs of the hospitals as viewed by the public, but they can also be helpful in stimulating the interest of the lay public in the welfare of the hospitals and in strengthening the hands of the Superintendents of the hospitals in their efforts to improve the

8th August 1929]

institutions. Individual members of the committee in their capacity as non-official visitors can also assist to a great extent in popularizing the institutions and in increasing the comforts of the patients.

2. Advisory committees have already been constituted for all district headquarter hospitals (except Ramnad). The Government regret however to learn that with a few exceptions the members of these committees have not been taking the anticipated interest in the welfare of these institutions. In some districts the committees have not met for a number of years for the apparent reason that there was no business of importance to be transacted. While this may be due in large measure to lack of interest on the part of the members of the committees, the Government are inclined to think that District Medical Officers may also be partly responsible and that they may have made inadequate efforts to secure the co-operation of the members in the administration of the hospitals.

3. The Government therefore desire to impress on all members of the advisory committees the desirability of taking an active interest in the administration of the hospitals and of attending as many meetings as possible. The Surgeon-General is also requested to instruct all District Medical Officers to make the fullest use of the committees and to take steps to have meetings held as frequently as possible.

4. The Government consider that an advisory committee should be constituted for the District Headquarter Hospital at Ramnad and that similar advisory committees should be constituted for all Government hospitals in Madras City (a separate committee for each hospital) and for the large number of hospitals recently taken over under their management for development as divisional, medical and surgical centres. Visiting committees of ladies should also be appointed to the Government Women and Children's hospitals at district headquarter stations on the lines of the committee appointed to the Women and Children's Hospital at Vannarpet. The constitution suggested by the Surgeon-General for the committees to be appointed to the hospitals at divisional centres is approved with slight alterations. His proposals in regard to the constitution of committees for the Ramnad hospital and for the hospitals in the Presidency town and of ladies' committees for the Women and Children's hospitals are awaited.

5. A copy of the rules for the working of the advisory committees for the district headquarter hospitals and the hospitals at divisional centres, as amended by the Government, is appended to this order. The Surgeon-General is requested to have copies of

the order and the rules communicated to all members of advisory committees in the Presidency. He is also requested to submit his recommendations for the appointment of members to be nominated by the Government.

(By order of the Government, Ministry of Public Health)

HILTON BROWN,
Secretary to Government.

To the Surgeon-General (with reference to the correspondence ending with his letter No. 659-2-G., dated 1st June 1929).
,, Revenue Department.
,, Public Works and Labour Department.
,, Law (General) Department.
Editors' Table.

APPENDIX

Rules defining the constitution and functions of advisory committees appointed for Government hospitals in the Madras Presidency.

1. The advisory committee is constituted in order to keep the Surgeon-General and the Government informed as to the needs of the hospital as viewed by the public. The entire supervision and management of the institution and its establishments will be in the hands of the medical officer in charge subject to the control of the Surgeon-General and the Government. The committee shall be an advisory body with no executive authority.

2. The composition of the committee shall ordinarily be as follows:—

(*a*) District headquarter hospitals—

(1) The Collector.
(2) The President, District Board (when a non-official).
(3) The District Medical Officer.
(4) The Executive Engineer.
(5) The chairman, municipal council, in the case of municipal towns, when a non-official.
(6) A second representative of the municipal council.
(7) Do. district board.
(8), (9) Two members, preferably ladies, nominated by the Government.

NOTE.—Individual members of the Legislative Council may be appointed as members of the advisory committees on the recommendation of the Collector and the Surgeon-General; any member so appointed will take the place of the second representative of the municipal council or the district board as may be specified in each case.

(*b*) Hospitals at divisional centres—

(1) The Revenue Divisional Officer, or if the station is not the headquarters of the Revenue Divisional Officer, the Tahsildar.

(2) The president, taluk board, or if the station is not the headquarters of the president, taluk board, the chairman, municipal council, or president, union board, as the case may be.

(3) Local Public Works Department officer, if one is employed in the station (vide note below).

8th August 1929]

(4) The Medical officer in charge.
(5) Sub-Registrar.
(6) } Two non-officials, of whom one should, if possible, be a lady,
(7) } to be nominated by the Government.

NOTE.—If no Public Works Department officer is employed in the station, his place will be taken by another non-official gentleman nominated by the Government.

3. The representatives elected by the municipal council and the district board need not necessarily be members of the respective bodies. An elected member shall hold his appointment for three years and shall be eligible for re-election. Women shall be eligible as members of the advisory committee. The assistant to the District Medical Officer in the case of district head-quarter hospitals and the medical officer in charge in the case of hospitals at divisional centres shall discharge the duties of Secretary of the committee and shall attend all meetings of the committee.

4. The committee shall meet as often as may be necessary for the discussion of topics of interest and importance connected with the hospital. The meetings shall be convened by the Secretary under the orders of the Collector, Divisional Officer or Tahsildar as the case may be. It will be open to any member of the committee to forward to the Collector, Divisional Officer or Tahsildar any remarks or suggestions which he may have to make or which he may desire to have discussed at a meeting of the committee.

5. The Collector, Divisional Officer or Tahsildar shall preside at the meetings; but in his absence the members present shall elect a chairman for the meeting. Four members shall form a quorum.

6. All suggestions and recommendations for the improvement of the hospital and for the welfare of the patients shall be brought before the committee for consideration and decision by a majority. In any case of equality of votes, the chairman shall have a second or casting vote.

7. The minutes of the proceedings of the committee shall be recorded in a book and shall be signed by the chairman of the meeting.

8. All recommendations of the committee shall be forwarded to the District Medical Officer for necessary action. A copy of the minutes of each meeting shall also be communicated to the Surgeon-General for information.

9. The District Medical Officer shall carry out the recommendations of the committee as far as practicable. If he cannot accept their recommendations, he should refer the matter to the Surgeon-General for orders.

10. The committee may check hospital accounts, the stock of medicines, furniture, etc., at such of the meetings as it thinks fit. The checking shall be done in the presence of the medical officer or other member of the staff who is responsible for the charge of the accounts or the articles which are being checked.

11. Individual members of the committee may arrange with the medical officer in charge to visit the hospital at any time during working hours and may record in the visitors' book any remarks and suggestions they may wish to make.